

Where do you apply?

Application forms can be collected and returned at any of the following offices:

Programme Monitoring, Coordinating and Evaluation Unit

#51-55 Frederick Street, Port of Spain (Jobco Building),
Contact: 1(868) 623-4663 Ext. 2170

Ministry of Housing and Urban Development

44-46 South Quay,
Port of Spain
Tel: 623-4663 ext/ 2257. 2227.
2194.2170

The Housing Development Corporation Sub-Office

#2 McGilvary Street, Mon Repos,
San Fernando
Tel: 612-7432 Ext. 8500

TOBAGO HOUSE OF ASSEMBLY, SETTLEMENTS DIVISION

D Colosseum Building 2, Corner Airport Bypass and Milford Road,
Crown Point,
Tobago
Tel: 660-7473

ALL TCONNECT KIOSKS ACROSS TRINIDAD AND TOBAGO



MINISTRY OF HOUSING AND URBAN DEVELOPMENT
PROGRAMME MONITORING COORDINATING AND EVALUATION UNIT (PMCEU)
#51-55 Frederick Street, Port of Spain, Jobco Building



APPLICATION FORM

HOME IMPROVEMENT SUBSIDY (HIS) PROGRAMME

INTER-AMERICAN DEVELOPMENT BANK (IDB LOAN 5049/OC-TT)

1. APPLICANT'S INFORMATION:

National ID/Driver's Permit/Passport# _____ SEX: M F

Surname _____ First Name _____ Middle Name _____
_____/_____/_____
Citizenship/Legal Resident _____ Country of Birth _____ Date of Birth (DD/MM/YYYY) _____

Address: _____

Mailing Address: _____

Telephone(s): Home _____ Work _____ Mobile _____

Marital Status: Single Married Divorced Separated
 Common Law Widowed

How did you find out about the programme?

Word of mouth Ministry's Website Poster
 Social Media Advertisements Newspapers
 Ministry's Outreach Programmes

2. CO-APPLICANT'S INFORMATION:

National ID/Driver's Permit/Passport# _____ SEX: M F

Surname _____ First Name _____ Middle Name _____
_____/_____/_____
Citizenship/Legal Resident _____ Country of Birth _____ Date of Birth (DD/MM/YYYY) _____

Address: _____

Mailing Address: _____

Telephone(s): Home _____ Work _____ Mobile _____



**FOR
OFFICIAL
USE ONLY**

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3. HOUSEHOLD DATA

Is there any person with a disability resident in your household? Y N

Gross Monthly Income? \$ _____

Select from the following:

- Salary Pension National Insurance Self Employed
 Public Assistance Grant Disability Grant Other _____

Have you received any assistance under the Ministry's Home Improvement or Emergency Grant?

Y N

4. FINANCING:

How will you be financing your contribution to the repairs of your home?

- Savings Loan Materials/Sweat Equity

5. LAND TENURE:

Is the land on which the house is built:

- Freehold Leasehold Rental Regularised Other

Do you have permission to build from land owner(s)? Y N

Do you own or are you part owner in any other property? Y N

6. HOME IMPROVEMENT WORKS:

Type of work to be done:

- Roof and Ceiling Tiling for Kitchen Kitchen Cupboards Earthen floors to concrete
 Electrical Works Tiling for Bathroom Upgrading for disabled
 Upgrading to ease overcrowding Plumbing and sanitary works
 Upgrading from wooden structure to concrete structure

Estimated Cost of Repairs: \$ _____

SUPPORTING DOCUMENTS

Original and Copies of the following:

- Applicant(s) Birth Certificate(s)
- ID Card(s) and Passports or DP(s)
- Evidence of citizenship (where necessary)
- Marriage, Death, Divorce Certificate(s)
- Recent Pay Slip/job letter/Affidavit attesting to Income for Self Employed
- Proof of Contribution
- Affidavit stating non ownership of additional property
- Title Deed / Deed of Lease or other Proof of Ownership
- Utility bill (WASA, T&TEC, etc)
- Approved Plans for Home Construction
- Builder's Estimate for Construction

DECLARATION

Once initially selected, an assessment interview will be conducted to determine the success of your application.

Applicant's Name in Block _____

Co Applicant's Name in Block _____

I/we certify that the information given in this form is true and correct to the best of my/our knowledge and belief. If there is anything in the information given above which is not true or which I/we do not believe to be true and correct, I/we am/are aware that the Ministry of Housing and Urban Development is entitled to refuse my /our application.

Applicant's Signature _____

Co Applicant's Signature _____

Date ____/____/____